

Terra Academy Governing Board

Minutes

Board Meeting

Date and Time

Thursday October 22, 2015 at 6:00 PM

Location

Terra Academy

Terra Academy Board members adhere to the following:

1. *Be informed, prepared and proactive through due diligence*
2. *Represent the Terra Academy as a unified board*
3. *Know the charter and act to strategically uphold the vision and mission in our work.*

Mission: *Terra Academy focuses on each student as a “unique” whole person in a global society by providing individualized instruction in a community learning model through educational experiences including a broad range of curricular options and project-based learning opportunities that nourish individual talents, skills, and desires.*

Vision: *The vision of Terra Academy is to help students become lifelong independent learners, productive members of society possessing respect for other people and cultures, who are stewards of our environment.*

School Rules: *Be Respectful, Be Responsible, Be Kind* Moto: *Learn, Grow, Be*

Board Members Present

Colleen Jones, Jared McKeachnie, Lianna Etchberger

Board Members Absent

Melissa Huber, Pam Rosal

Guests Present

Cassie Hays, Kevrine Wells, Liz Howcroft

I. Opening Items

A. Record Attendance and Guests

Also Present: Kristy Aycock, Assistant Director

Excused: Pam Rosal and Melissa Huber, Board Members

B. Call the Meeting to Order

Lianna Etchberger called a meeting of the board of trustees of Terra Academy Governing Board to order on Thursday Oct 22, 2015 @ 6:00 PM at Terra Academy.

C.Approve Minutes

J. McKeachnie made a motion to approve minutes.
Colleen Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Lianna Etchberger Aye
Melissa Huber Absent
Colleen Jones Aye
Pam Rosal Absent
Jared McKeachnie Aye

D.Public Comment

No public comment

II. Director's Report

A.Director's Report

Enrollment- 644 (October 1 count was 643 which is above budget based upon 625 students)
Academic performance- high performers and others with missing knowledge base
Charter Fidelity- working with teachers for feedback
Utah Consolidated Application- ready to submit
Charter Updates- need to adjust some metrics
Directors' Meeting- Policy updates received
Student Discipline- Behavior management plan being implemented
Other Issues- none

III. Finance

A.Finance Report

Discussed current Finance Statement, Upload upload, Utah Consolidated Application status ready to submit, class size reduction plan, existence of professional development and merit pay budget.
Some issues with misalignment of information from online portal for health benefits creating extra work for Liz.
Liz is keeping a binder with fundraiser data in her office for future reference

IV. Policies

A.LAND Trust Plan

J. McKeachnie made a motion to approve the Land Trust Plan as generated by the parent group.
Colleen Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Melissa Huber Absent
Jared McKeachnie Aye
Colleen Jones Aye
Pam Rosal Absent
Lianna Etchberger Aye

B.Utah Consolidated Application Plan

J. McKeachnie made a motion to approve the Utah Consolidated Application as presented.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Lianna Etchberger	Aye
Jared McKeachnie	Aye
Colleen Jones	Aye
Pam Rosal	Absent
Melissa Huber	Absent

C.05-102 Volunteers

Reworded to suggest children accompany parent volunteers only when necessary, and that parents are responsible for supervision.

J. McKeachnie made a motion to to ratify policy 05-102 Volunteers w/ approved change.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Jared McKeachnie	Aye
Lianna Etchberger	Aye
Pam Rosal	Absent
Colleen Jones	Aye
Melissa Huber	Absent

D.05-118 Background Check

J. McKeachnie made a motion to ratify policy 05-118 Background Check.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Pam Rosal	Absent
Jared McKeachnie	Aye
Colleen Jones	Aye
Melissa Huber	Absent
Lianna Etchberger	Aye

E.01-110 Executive Limitations (New)

Discussion identified chain of command under the Director as Assistant Director then Lead Teacher

J. McKeachnie made a motion to ratify policy 01-110 Executive Limitation.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Jared McKeachnie	Aye
Colleen Jones	Aye
Lianna Etchberger	Aye
Pam Rosal	Absent
Melissa Huber	Absent

F.01-113 Director Evaluation (New)

Table policy 01-113 Director Evaluation until next meeting (Lianna will edit)

G.01-114 Board use of Consent Agenda (New)

J. McKeachnie made a motion to ratify policy 01-114 Board Use of Consent Agenda.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Jared McKeachnie Aye

Colleen Jones Aye

Melissa Huber Absent

Pam Rosal Absent

Lianna Etchberger Aye

H.02-104 Nutrition and Wellness

All in agreement to leave policy as is- no changes were made to policy 02-104 Nutrition and Wellness.

I.02-107 Safe Schools

Tabled making changes to policy 02-107 Safe Schools until next meeting (Cassie will edit)

J.02-112 Integrated Pest Management (New)

J. McKeachnie made a motion to ratify 02-112 Integrated Pest Management as proposed.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Pam Rosal Absent

Lianna Etchberger Aye

Jared McKeachnie Aye

Colleen Jones Aye

Melissa Huber Absent

K.02-113 Safe School Behavior

Tabled until next meeting (Cassie will edit)

L.03-118 Special Dress Code

Tabled for next meeting (Lianna will edit)

M.06-109 Accreditation and Course Credit (New)

Tabled until next meeting (Lianna or Cassie will edit)

V. Governance

A. Board Development

Lianna discussed BoardOnTrack. Requested that everyone invited to join the portal does so and takes the Q2 2015 Board Assessments as soon as possible. Outcomes of assessments will be discussed at the next board meeting.

B.Establish Governing Board

As Chair of the Terra Academy Board of Directors, Lianna Etchberger appointed Jared McKeachnie as Vice Chair, Melissa Huber as Treasurer, and Pam Rosal as Secretary of the Terra Academy Governing Board. The Founding Board has now transitioned to serving as the Governing Board of Terra Academy.

J. McKeachnie made a motion to approve appointments and transition from Founding Board to Governing Board.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Jared McKeachnie	Aye
Colleen Jones	Aye
Lianna Etchberger	Aye
Pam Rosal	Absent
Melissa Huber	Absent

C.Alignment of Bylaws with Charter

Jared lead discussion about term limits (none specified for secretary) and recommended changes made by attorney Will Reynolds to align the corporate bylaws with the Terra Academy Charter.

J. McKeachnie made a motion to accept changes made to bylaws as proposed by Will Reynolds.

Colleen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

Lianna Etchberger	Aye
Colleen Jones	Aye
Pam Rosal	Absent
Jared McKeachnie	Aye
Melissa Huber	Absent

VI. Other Business

A.Summary of meeting & Items for November agenda

B.Determine date for November board meeting

All board members present agreed on Nov 12 as tentative date for November meeting (usual 4th Thursday is Thanksgiving holiday).

VII. Closing Items

A.Upcoming Events

B.Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Jared McKeachnie